

**MINUTES
HAMILTON COUNTY AIRPORT AUTHORITY
DECEMBER 3, 2009
COMMISSIONERS COURTROOM
One Hamilton County Square
Noblesville, Indiana**

Work Session

President Silvey called the work session to order at 5:30 p.m. in the Conference Room 1A. Those present were Don Silvey, Ted Moran, Tom Kapostasy, Allyn Beaver, Brad Beaver, Scott Alexander, Mike Howard, Kim Rauch and Jennifer Pickett.

Discussion was held on the budget.

Public Session

President Silvey called the meeting to order at 6:47 p.m. with Secretary Pickett taking roll call. A quorum was declared present of Tom Kapostasy, Ted Moran, Don Silvey and Allyn Beaver.

Approval of Minutes

Kapostasy moved to approve the minutes of November 5, 2009. A. Beaver seconded. Motion carried unanimously. (4-0)

President's Report

Silvey stated he has received a letter dated November 24 from the INDOT (Indiana Department of Transportation) indicating the deadline to submit our CIP (Capital Improvement Plan) is February 1, 2010. We redo this every year and every year we look out five years. C. Snyder handed out a drawing and list that reflects the proposed CIP. Silvey asked everyone to review the plan and if there are no concerns he would like to get it approved so Woolpert can submit it to INDOT (Indiana Department of Transportation) and FAA (Federal Aviation Administration) before the deadline.

Silvey reported Jim Keefer, with the FAA, visited the airport today. Moran joined Jim and Don in touring the airport. Jim Keefer is very supportive of the airport. When asked about the ITT land lease for the tower, his first reaction was little of a chock and then he was told that it has been submitted to his office for Melanie to review. The contract cannot be approved until ITT tells us where they want to put the tower. That made him very happy. All together it was a good visit.

Silvey stated at the last meeting we approved an extension to the Montgomery's contract, in doing that we are just trying to get details worked out that were best for everyone on the long term. The new contract gives Dan a \$5,000 raise from \$45,000 to \$50,000 and left the term of the contract at 5 years.

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Committee Report

Site Development

Kapostasy said they are still moving along with the two 60' X 40' hangers but there is nothing to approve or sign today. Progress is being made on both.

Operations

Moran stated he has attended a couple Westfield functions and also functions in Fishers.

Indianapolis Executive Airport

- Andi is meeting with Scheitlin Communications regarding website changes. Maria Muia met with Dan and Andi regarding the airport presentation and current customers.
- The signs for the airport of the year have been posted. There have been some press releases in the local newspapers.
- Dan will be participating with Westfield in the IMA conference at the convention center this week. Our hopes are to attract other race teams to use the airport.
- Chris Snyder and Woolpert have sent the guest list for the open house.
- Dan and Andi are getting ready for the NBAA Dispatchers and Schedulers Conference in January. The costs for the booth are \$1,980 and for each badge is \$425 as well as all the giveaways and brochures. The dates are January 26-29, 2010.
- The farm income check has come in.

Woolpert Engineering Report

Snyder reviewed the proposed CIP. The first summary sheet has the 2010 to 2015 CIP that is submitted every year to the State that shows a list of projects that we would like to get FAA funding for. This year INDOT did state they are asking the airport to program less of an amount from INDOT's funding side due to funding shortfalls from the State. They are asking us to program 1.25% from the State which is normally 2.5%. They did not say they are only going to fund this amount it could be more or less. They are going back to the State for additional appropriation but for the purpose of the spreadsheet we have shown 1.25% increasing the local share to 3.75%. Keep in mind the FAA does not even have a program yet so we don't know if it's going to be 95% so this is still what we have been asked to project and estimate at this time. Most of these projects have already been presented in the past to the Board with a few exceptions. We have added a couple of projects into the mix to see if the FAA and INDOT could have some additional programming. If the State does come up with a short fall projects would not get funded because the local communities can not come up with there funds. What was put into the CIP for recommendation was to add the

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northeast expansion as well as the south expansion. This would allow a full turn around, around the canopy. It would also allow some small aircraft parking closer to the terminal building. The other item that was added is land acquisition of the Runway 36 existing approach protection. This is for land for the RPZ that the county does not currently own. This has already been submitted to FAA for environmental approval they have not done all there paperwork but we went ahead and did the appraisal.

The second sheet is the 2 to 3 year Capital Improvement Plan Local. Woolpert took out all the projects that were already taken care of or that are no longer being considered. So with that we will take a Form 11 and fill out all the CIP paperwork for INDOT as they requested. Snyder asked for the Board to consider it tonight or table it.

N. Isenberg stated the design plans for the South Jet Ramp have been started and also they are looking at replacing the out fall pipe. They have received quotes on replacing the piping; Calumet was the lowest at \$40,730.00. Woolpert recommends the award go to Calumet and would request an additional \$10,000 for the part time inspection to complete the apron project. *Silvey asked for a motion to approve the award of contract and award the contract to Calumet in the amount of \$40,730.00 and \$10,000 to Woolpert for engineering related purposes. Kapostasy moved to approve. A. Beaver seconded. Motion carried unanimously. (4-0) Silvey moved to approve the CIP as submitted and submittal to FAA. Kapostasy moved to approve the CIP. A. Beaver seconded. Motion carried unanimously. (4-0)*

Silvey stated we authorized \$6,000 for Aerofinity to assist in some things but never actually received a contract and asked if Woolpert could get contracts to Jennifer Pickett for bookkeeping purposes. *Silvey asked for a motion. A. Beaver moved to approve. T. Moran seconded. Motion carried unanimously. (4-0) Silvey asked for a motion to be able to sign the contracts. T. Kapostasy moved to approve. A. Beaver seconded. Motion carried unanimously. (4-0)*

New Business

Snyder stated INDOT submitted a voucher for a pay reimbursement on previous invoices in the amount of \$2,085.88. *Snyder asked for a motion for approval for submittal. Kapostasy moved to approve. A. Beaver seconded. Motion carried unanimously. (4-0)*

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Silvey stated he received a letter regarding the FAA's final payment of \$38,760.00 that was completed as of November 23, 2009. It is the close-out letter of our stimulus grant; they have paid us the final money and have sent us the final paperwork. Snyder stated Jim Keefer did tell him today that this was the first stimulus package completed by the FAA in the Country.

Legal Counsel Report

M. Howard stated at the last meeting the Board authorized the President to approve an amendment to the land lease for half and that was reviewed, approved and signed. The last item is the agreement for Operation and Maintenance between the Airport Authority and Montgomery, Inc. There were only two changes; one being the term extends beginning January 1, 2010 thru the end of 2014 and the second being annual compensation from \$45,000 to \$50,000. *Kapostasy moved to approve the agreement. A. Beaver seconded. Motion carried unanimously. (4-0)*

County Council Liaison

B. Beaver asked where the local funds would come from for the South Jet Ramp? Silvey stated it would come from the Building and Structure line item.

Secretary's Report

J. Pickett requested a motion to change the meeting date from January 7, 2010 to January 14, 2010. Kapostasy moved to approve the meeting change. A. Beaver seconded. Motion carried unanimously. (4-0)

Silvey asked for a motion to approve the claims in the amount of \$20,850.78. Kapostasy moved to approve. A. Beaver seconded. Motion carried unanimously. (4-0)

Next Meeting

January 14, 2010 with the regular meeting starting at 6:30 p.m.

Silvey adjourned the meeting at 7:23 p.m.

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Others Present

Brad Lozier
Karen Lozier
Steven Furlow
Evan Yoder
Mike Howard, Attorney
Scott Alexander, Boone County Representative
Brad Beaver, County Council Representative
Bobby Beam, Montgomery Aviation
Chris Snyder, Woolpert
Nick Snyder, Woolpert
Kim Rauch, Administrative Assistant to Auditor
Jennifer Pickett, Secretary

APPROVED

Don Silvey, President

Date: _____

ATTEST

Jennifer Pickett, Secretary

Date: _____